

# Oceana County Board of Commissioners

July 13, 2023

Today's meetings  
begin at **10:00 a.m.**

## Committees and Board Meeting Packet



### Board of Commissioners

Robert Walker, Chairperson

Craig Hardy

Paul Erickson

Tim Beggs, Vice-Chairperson

Phil Morse

### Prepared by:

Tracy Byard

Oceana County Administrator



Oceana County, Michigan

# PUBLIC NOTICE

## OCEANA COUNTY BOARD OF COMMISSIONERS

100 State Street, Hart, MI 49420 – (231) 873-4835

The Oceana County Board of Commissioners **will hold** the following committee meetings and its regular board meeting on **Thursday, July 13, 2023** beginning at 10:00 a.m. and 11:30 a.m. respectively. The meetings will be held in the Oceana County Board of Commissioners Room located at 100 State Street, Hart, MI 49420.

- Courts and Public Safety
- Finance and Administration Committee
- Regular Board of Commissioners Meeting

Detailed meeting agendas are available online at:

<https://oceana.mi.us/government/board-of-commissioners/schedule-of-meetings/>

or, by contacting the County Administrator's Office at the address shown above, by

telephone (231) 873-4835, or by email [countyadmin@oceana.mi.us](mailto:countyadmin@oceana.mi.us)

The Oceana County Board of Commissioners has **cancelled** the following meetings by order of the committee/board chairperson due to a lack of business:

- Personnel and Health and Human Services

*All meetings are open to all members of the public. This notice is given pursuant to, and in accordance with, the provisions of the Open Meetings Act, Public Act 267 of 1976, as amended. Oceana County does not discriminate on the basis of race, color, national origin, religion, sex, disability, and age in the delivery of services.*



# Oceana County Board of Commissioners

County Building

100 State Street, Suite M-4, Hart, MI 49420

# AGENDA

## Courts and Public Safety Committee

There will be a committee meeting on **Thursday, July 13, 2023 beginning at 10:00 a.m.**, or immediately following any preceding committee meetings, in the Oceana County Board of Commissioners Room, 100 State Street, Hart, MI 49420.

**Committee Chair: Tim Beggs**

**Committee Vice-Chair: Craig Hardy**

Presenter	Description	Item #
Chairman Beggs	Call to Order Roll Call Approval of Minutes from June 8, 2023 Changes to the Agenda Approval of the Agenda Public Comment ( <i>state your name, current address, and agenda item or topic</i> )	Pages 4 & 5
Sheriff Craig Mast	Shelby Schools Resource Officer Discussion Pages 6 - 26	#2023-77
	<b>DEPARTMENT HEAD REPORT</b>	
	Public Comment ( <i>state your name, current address, and agenda item or topic</i> )	
	Adjournment	

## **Courts and Public Safety Committee**

The Courts and Public Safety Committee Meeting was called to order by Chairperson Beggs, on Thursday, June 8, 2023, at 10:03 a.m. in the Board Conference Room.

Present: Mr. Erickson, Mr. Morse, Mr. Hardy, Mr. Walker, and Mr. Beggs.

Also Present: Ms. Byard, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; Dr. Karen Moore, Indigent Defense Coordinator; Mr. Troy Maloney, Oceana County Emergency Management Director; Sheriff Mast; Mr. Garry McKeen, Oceana County Parks & Recreation Commission Chair; Mr. Greg Bouse, Golden Township resident.

Moved by Mr. Walker and seconded by Mr. Morse to approve the minutes of the May 11, 2023, Courts and Public Safety Committee Meeting.

Voice vote. Motion carried.

Chairperson Beggs asked if there were any changes to the agenda. No changes were mentioned.

Moved by Mr. Hardy and seconded by Mr. Morse to approve the agenda as presented.

Voice vote. Motion carried.

### **Public Comment**

There were no public comments at this time.

### **Agenda Items**

Dr. Karen Moore, Indigent Defense Coordinator, provided an update regarding Indigent Defense. The application for the 2024 Grant Year was submitted before the April 26<sup>th</sup> deadline. Some indirect costs will be able to be reimbursed. Standard #8, hourly rates, have been elevated by 21% from the original 2018 rates.

Mr. Troy Maloney, Oceana County Emergency Management Director, requested discussion and a motion regarding a request for a generator, to be paid for from ARPA Funds, for the Emergency Management Department. The generator would be installed at the County Services Building (CSB) due to it is the backup emergency relations center. The County Services Building is also considered to be an Emergency Operations Center (EOC) and can be utilized when Mason-Oceana 911 phone lines, due to a natural disaster/emergency, are overrun with calls; emergency calls can be routed to the GIC.

Mr. Beggs inquired as to what type of event would cause an EOC to be put in to use. Mr. Maloney noted that natural events, such as tornadoes, polar vortexes, hazmat events, etc., would be reasons to utilize the EOC. Mr. Beggs requested clarification that it would be large events/disasters that would trigger an EOC use. Mr. Maloney confirmed that an EOC would be for large natural events/disasters.

Mr. Erickson noted that the EOC is located at an Oceana County satellite building and that the current county seat/jail needs a new generator. He wondered why the EOC location couldn't be moved to the EMS building, next to DHD #10, because it already has a backup generator at that location. Mr. Maloney noted that the EMS building does not have the technology installed that the CSB does and that essentially the EMS building is just a garage.

Mr. Walker suggested that this topic be turned over to the Properties, Environment, and Economic Development Committee for further due diligence.

Mr. Erickson questioned if Oceana County still had a reciprocal agreement with Newaygo County for inmate housing in case of a natural disaster. Sheriff Mast affirmed that there is an agreement with Newaygo and Mason counties.



## **Department Head Report**

Mr. Garry McKeen, Oceana County Parks & Recreation Commission Chair, provided an update regarding the Township Parks in Oceana County:

- Cedar Point Park – the beach boardwalk is at 80% completion and the shelter has been started; both projects were gifts to the County via donations.
- Black Lake Park – the campground has been well booked and has already created \$6,100 in revenue due to reservations.
- Crystal Valley Park – has had an issue with vandalism; township residents have been helping keep the park picked up; the township will be filing for the SPARK Grant to help cover the costs of park renovations.
- Gale's Pond Park and Doolittle Park – will begin hosting their Knee-High Naturalist classes again.
- Mill Pond Park – has a new grass mower.
- Marshville Dam Park – the EGLE permit has been issued and the rest of the renovations will be completed in 2024.

Mr. Maloney provided a brief overview of the Emergency Management Department and the work that has been done for the upcoming Electric Forest Festival. There will be a presentation/meeting on June 15<sup>th</sup>, hosted at the CSB, regarding the limited access emergency preparedness meeting.

## **Public Comment**

Mr. Greg Bouse, Golden Township resident, expressed his displeasure regarding the cell phone tower across from his property and the intermittent humming that is coming from it.

Ms. Chris Conroy, Pentwater Village resident, thanked Mr. McKeen for all of his hard work, especially on the Otto Nature Preserve.

Chairperson Beggs asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:54 a.m.

Respectfully submitted,

Amy L. Anderson  
Oceana County Clerk



# OCEANA COUNTY SHERIFF'S OFFICE

**CRAIG MAST, SHERIFF**  
216 LINCOLN ST., P.O. BOX 32

**RYAN SCHILLER, UNDERSHERIFF**  
HART, MI 49420 • PHONE: (231) 873-2121  
FAX: (231) 873-0154

July 5, 2023

Ms. Byard & Board of Commissioners:

Recently we met with the Village of Shelby and were asked if we would consider a partnership to provide a School Resource Officer. Shelby Police Chief Dean Roesler, Superintendent Mark Olmstead, Village Manager Brady Selner, Undersheriff Schiller and I met to discuss this possibility.

In 2022, Shelby Public Schools and the Shelby Police Department filed a grant application with the Michigan State Police – Office of School Safety for the funding of a fulltime School Resource Officer (SRO). They were notified in January, 2023, that their grant had been approved.

Since that time, Chief Steve Waltz retired and their other full-time officer also left. Chief Roesler has been advertising for replacement staffing since he came on board. However, he is faced with the same issues of every law enforcement agency – staffing. Shelby Police Department is currently staffed by Chief Roesler and three part-time officers.

Chief Roesler told us that they don't believe that they will be able to fill this SRO position and asked if we (the sheriff's office) would be able to. We believe it is in everyone's best interest to make this a priority. We know that staffing will continue to challenge us and the law enforcement agencies in our community for some time. Dedicating a deputy to one of our school systems will only help our community.

There are some time lines that are of importance. There was a deadline of Friday, June 30 to confirm the intent to fulfill the grant with assigned staffing. This deadline allows for an extension from filling it in August to October 2023. I have attached an e-mail detailing these deadlines.

Due to the timing and necessity to respond to the deadlines, we have filed a letter of intent with the MSP-Office of School Safety. The letter of intent could be withdrawn if the board does not approve.

The grant award was \$165,232.00 over the course of three years, \$55,077.33 annually, and Shelby Public Schools is the grantee.

When Shelby Public Schools and Shelby Police Department applied for this grant, it was for their wage and benefit scale. Changing agencies after a grant has been filed and awarded poses a few challenges. Our wage and benefit package is slightly higher in cost. The below table outlines in the column under “Shelby Police” what original grant numbers were calculated.

The next three columns show what the costs would look like depending on the pay scale of the deputy who was assigned to the position.

	<b>Shelby Police</b>	<b>Sheriff – Year 1</b>	<b>Sheriff – Year 2</b>	<b>Sheriff – Top</b>
Wages	\$56,100.00	\$53,060.00	\$56,882.00	\$59,027.00
Benefits	\$30,700.00	\$31,911.00	\$31,911.00	\$31,911.00
<b>Total Cost W&amp;B</b>	<b>\$86,800.00</b>	<b>\$84,971.00</b>	<b>\$88,793.00</b>	<b>\$90,938.00</b>
SPS 80%	\$69,440.00	\$67,976.80	\$71,034.40	\$72,750.40
Grant Amount	(\$55,077.33)	(\$55,077.33)	(\$55,077.33)	(\$55,077.33)
SPS General Fund	\$14,362.67	\$12,899.47	\$15,957.07	\$17,673.07
<b>Local Share Cost 20%</b>	<b>\$17,360.00</b>	<b>\$16,994.20</b>	<b>\$17,758.60</b>	<b>\$18,187.60</b>

We are requesting to fill this position with an existing deputy who would have some experience and ability to fit into the school and community culture. Once this position is filled, we are requesting to backfill that deputy sheriff position with a new employee.

We understand that there are still many questions that may exist. As with any new position like this, it is important that collaboration and partnerships are built. I would be happy to try and answer any questions that you may have.

Respectfully,



Craig Mast  
Sheriff



# OCEANA COUNTY SHERIFF'S OFFICE

**CRAIG MAST, SHERIFF**  
216 LINCOLN ST., P.O. BOX 32

**RYAN SCHILLER, UNDERSHERIFF**  
HART, MI 49420 • PHONE: (231) 873-2121  
FAX: (231) 873-0154

June 30, 2023

Office of School Safety  
Grants and Community Services Division  
Michigan State Police  
7150 Harris Drive  
Dimondale, MI 48821

RE: SRO23-64-249

To whom it may concern:

We are writing on behalf of the Shelby Public Schools. In the last two weeks we were approached by Shelby Public Schools and the Village of Shelby Police Department regarding their awarded SRO position.

I am writing to advise of our intent to fill this position for the 2023-2024 academic school year. It may be necessary for us to be allowed to post pone until the October 1 deadline. We will however be working to try to fill this for the start of the school year. An email dated 6/6/23 indicated that a letter of intent must be submitted to your office.

SPS superintendent Mark Olmstead has provided all of the documentation to date of the agreements, and grant application for our review.

When the grant application was completed, it was done so utilizing the wages and benefits of the Shelby Police Department. With that said, we are working to get a Memorandum of Agreement in place with the Shelby Public Schools.

After reviewing all of the documents, we believe we will be able to meet all of the necessary requirements of the grant application.

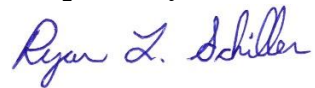
6/30/2023

Page 2

The Shelby Police has a shortfall of available officers and at this time is unable to fulfill the SRO position as originally intended when the grant was submitted.

Please contact us if you have further questions regarding this grant.

Respectfully,



Ryan Schiller  
Undersheriff

Cc: Mr. Mark Olmstead, Superintendent of Schools

**AGREEMENT FOR POLICE SERVICES BETWEEN  
THE VILLAGE OF SHELBY AND  
SHELBY PUBLIC SCHOOL DISTRICT**

**Effective: August 1, 2023**

**Expires: June 30, 2026**

## **ARTICLE I.** **AGREEMENT**

This Agreement for Police Services (the "Agreement") is entered into by Village of Shelby (the "Village"), a General Law Village, located at 218 N. Michigan Ave., Shelby, MI 49455, on behalf of the Village of Shelby Police Department (the "Department"), and the Shelby Public School District (the "School"), 525 North State Street, Shelby, MI 49455, (collectively, the "Parties").

## **ARTICLE II.** **PURPOSE AND INTENT**

The Parties enter into this agreement with the purpose and intent that the Department will provide a police officer, on campus location(s), to the School to facilitate the safe operation of the School.

## **ARTICLE III.** **SERVICES PROVIDED**

The Department will provide a sworn police officer to the School to perform the duties of a School Resource Officer (the "SRO"). (See "**Exhibit A**" attached.) The SRO's duties shall include those normal duties of a police officer in the State of Michigan. The SRO will execute these duties in accordance with the Department's rules, standard operating procedures, and community policing practices. The day-to-day services provided will be documented through the use of Department daily activity reports and annual performance appraisals.

The Parties understand and agree that, at times, public safety issues and circumstances may cause the Department's inability to provide services to the School. Should such circumstances occur, the Department shall notify the School as soon as practicable.

## **ARTICLE IV.** **FINANCIAL AGREEMENT**

The Village will receive reimbursement from the School on an **annual** basis for police services provided upon supplying an invoice. The School will pay for all services directly related to SRO responsibilities, including SRO training, and the Village will pay for all services directly related to Department services. The invoice shall be sent to the School's Administrative Office at the conclusion of the school year. For the purposes of this Agreement, the school year is defined as that time period when school returns to session in the fall until the conclusion of school for summer recess. The rate of reimbursement is that rate that is agreed upon by the School and the Department as set forth on the attached cost summaries (See "**Exhibit B**" attached.).

Should it be necessary for either Party to terminate this Agreement prior to the completion of the school year, the School shall remunerate the Village at the rates agreed to for the time value of the services provided prior to the conclusion of the Agreement.

## **ARTICLE V.** **HIRING PERSONNEL**

The Department shall maintain control over hiring the SRO. Such control includes:



1. Soliciting applications and selecting the SRO after consultation with School Administrators;
2. The assurance that all employment rights of personnel assigned under contract for police services are not abridged; and
3. The requirement to follow all Department rules, regulations, and procedures.

At all times and for all purposes, the Department is and will remain the exclusive employer of the SRO who perform police services pursuant to this Agreement. The Department maintains full control over the SRO it employs and is solely responsible for all employment and administrative functions related the employee, including, but not limited to, supervision and evaluation, payroll and deductions, maintenance of all required insurance (e.g. workers' compensation insurance, unemployment insurance, liability insurance), and any labor disputes or grievances.

#### **ARTICLE VI.**

#### **USE OF EQUIPMENT AND FACILITIES**

The SRO shall use Department equipment and facilities, as well as School equipment and facilities, including but not limited to private office space and office equipment, as necessary to properly carry out the duties and functions of a School Resource Officer. As such, the Chief of Police and the Superintendent of Schools may attach operational addenda to this document after review and signature.

#### **ARTICLE VII.**

#### **INDEMNIFICATION**

The School agrees to defend and indemnify the Village, the Department, and any SRO provided against any action arising out of the lawful performance of duties while providing police service to the School. Nothing herein shall be interpreted as a waiver of governmental immunity as permitted by law.

#### **ARTICLE VIII.**

#### **DURATION, MODIFICATION AND TERMINATION OF THE CONTRACT**

The Agreement between the Parties shall continue as set forth on the cover sheet unless either Party requests termination of the Agreement. The request for termination shall be supplied, in writing, to the affected Party, at least ninety (90) days prior to termination.

Modifications to the contract may be made by mutual agreement between the Parties at any time, provided that the Parties sign an addendum indicating such change or provision.

**(Remainder of page intentionally blank.)**

**IN WITNESS WHEREOF**, the Parties have entered into this Agreement on the dates recorded by their signature. By signing below, each Party specifically acknowledges that it has read this Agreement and that it understands and voluntarily agrees to be legally bound by all terms of the Agreement.

**SHELBY PUBLIC SCHOOL DISTRICT**

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

**VILLAGE OF SHELBY**

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

## **EXHIBIT-A**

### **Regular Duty Hours of School Resource Officers (SRO).**

The SRO will be assigned to his/her school on a full-time basis for approximately (8) hours per day, 5 days per week, when school is in session. The SRO may be temporarily reassigned only during the period of a law enforcement emergency as such circumstance may be determined to exist by the Chief of the Shelby Police Department.

### **Duties of the SRO.**

While on duty, the SRO shall perform the following duties:

1. Speak to classes on the law, including search and seizure, criminal law, motor vehicle law, and other topics when assigned to speak by the Principal.
2. Act as a resource person in the area of law enforcement education at the request of the Principal.
3. Conduct criminal investigations of violations of law on School property. Criminal investigations may be initiated by either the SRO in his/her discretion or following a report by school personnel.
4. Provide school-based security and maintain the peace on School property.
5. Make arrests and referrals of criminal law violators.
6. Appear at Village or County Prosecutor Office investigations, depositions, trials and sentencing.
7. Provide transport to the County Jail or Juvenile Detention Center when necessary.
8. Coordinate emergency medical services at the request of the Principal or his/her designee.
9. Provide counseling, to the extent they can, to students on request of the Principal or his/her designee.
10. Secure, handle, and preserve evidence.
11. Recover School property through working with other police agencies.
12. Make referrals to social agencies.
13. Relay messages in emergencies (such as tornadoes, etc.).
14. Wear official police uniform, which shall be provided at the expense of the Department; however, civilian attire may be worn on such occasions as may be mutually agreed upon by the Principal and the Police Chief. Such agreement is not required to be in writing.
15. Perform such other duties as mutually agreed upon by the Principal and SRO, so long as

the performance of such duties are legitimately and reasonably related to the SRO program, as described by the Department, and so long as such duties are consistent with local, state, and federal law and the policies and procedures of the Department.

16. Follow and conform to all School policies and procedures that do not conflict with the policies and procedures of the Department.
17. In addition to maintaining day-to-day Department daily activity reports and annual performance appraisals, maintain a "semester activities report" or such other report regarding SRO activities, as may be required by the School and/or the Department.

**The Department or the SRO will provide the following support services:**

1. Maintain and deliver evidence to laboratories and court.
2. Maintain and file uniform crime reporting records according to law.
3. Maintain a dispatch log with respect to calls for service. The dispatch log shall reflect the time a call is received, the time a call is dispatched, the officer's arrival time, the time the assignment is completed, and the geographical location of the incident.
4. Process all police reports.
5. Provide copies of all offense reports taken by the SRO, to the Principal upon request, as the law allows.
6. Maintain a file on property reported lost and/or stolen. Provide each SRO with a patrol vehicle and all other necessary or appropriate police equipment. The cost of purchasing, maintaining, and repairing police equipment provided under the agreement shall be borne by the Department.
7. Receive and dispatch complaints via telephone, walk-in, and radios.
8. Maintain copies of reports generated by officers in compliance with state and federal law.
9. Maintain fingerprints and photographs of arrestees, in compliance with state and local laws.
10. Assist in the development, implementation, and evaluation of security programs in the School campus(es) assigned. Coordinate with School administrators, staff, law enforcement agencies, and courts to promote order on the School campus(es).
11. Coordinate, at the direction of the Principal, the scheduling of the Department personnel extracurricular activities, including such after-school activities, for which reimbursement is due, pursuant to the attached payment schedule addendum.

**EXHIBIT – B**

**SCHOOL RESOURCE OFFICER AGREEMENT FOR 2023 -2024**

**COST SUMMARY**

**Salary (including affiliated benefit costs) for one (1) SRO:**

Police Officer (Base Annual Salary)	\$56,100
Retirement	\$3,400
Social Security and Medicare Tax	\$4,300
Benefit Package (Medical, Dental, Life, and Workers' Comp Ins., etc.)	\$23,000
 Total Yearly Wage and benefits	 \$86,800

***Estimated School share based on 80%:                   \$ 69,440***

**Notes:**

- (1) Each line is rounded to the nearest \$100.
- (2) Based on Village of Shelby FY2023-24 budget year (March - February).
- (3) This estimate is based on a top wage officer and benefits. It represents a "not-to-exceed" estimate as expenses may be less based on the officer selected. The actual cost of the officer will be billed.

## GRANT AGREEMENT

### School Resource Officer Grant Program (SROGP) Fiscal Year (FY) 2023

#### 1. Award Information

<b>1.1. Grantee</b> Shelby Public Schools	<b>1.2. Grant Number</b> SRO23-64-249
<b>1.3. Address</b> 525 North State Street Shelby, Michigan 49455	
<b>1.4. Grant Officials</b> Point of Contact: Mark Olmstead Financial Officer: Amy Budde Authorized Official: Mark Olmstead	
<b>1.5. Grant Performance Period</b> Start: August 1, 2023 End: July 31, 2026	<b>1.6. Award Amount</b> \$165,232
<b>1.7. Status Report Periods</b>	
<ul style="list-style-type: none"> <li>August 1, 2022 – March 31, 2023</li> <li>April 1, 2023 – July 31, 2023</li> <li>August 1, 2023 – November 30, 2023</li> <li>December 1, 2023 – March 31, 2024</li> <li>April 1, 2024 – July 31, 2024</li> <li>August 1, 2024 – November 30, 2024</li> <li>December 1, 2024 – March 31, 2025</li> <li>April 1, 2025 – July 31, 2025</li> <li>August 1, 2025 – November 30, 2025</li> <li>December 1, 2025 – March 31, 2026</li> <li>April 1, 2026 – July 31, 2026</li> </ul>	
<b>1.8. Eligible Requests and Conditions</b>	
<p><b>Eligible Requests:</b></p> <ul style="list-style-type: none"> <li>One School Resource Officer (SRO) position to be filled by a Michigan Commission on Law Enforcement Standards (MCOLES) certified law enforcement officer.</li> </ul> <p><b>General Conditions:</b></p> <ul style="list-style-type: none"> <li>Grantee shall submit required documentation (Memorandum of Agreement, proof of MCOLES certification, Financial Status Report, and Performance Status Report) and any other requested documentation via email to the Michigan State Police (MSP), Grants and Community Services Division (GCSD), Office of School Safety (OSS) at <a href="mailto:MSP-SchoolSafety@michigan.gov">MSP-SchoolSafety@michigan.gov</a>.</li> <li>SROGP funds must only be used to support an SRO position newly created for the 2022-23 school year or later and shall not exceed 50 percent of the actual costs for salary, benefits, and SRO-specific training over the entire grant performance period of 3 years.</li> <li>The SRO must be assigned to one or more designated schools and spend the majority of their time working in that school building(s).</li> </ul>	

Pursuant to Public Act (PA) 144 Section 97b, the MSP GCSD (hereinafter referred to as GCSD) is authorized to provide and administer grant funds through the School Resource Officer Grant Program from the state FY 2023 state school aid fund and general fund. Funds are contingent upon this appropriation from the state of Michigan, and Grantee allocations may be revised during the year based on changes in the appropriation.



## 2. General Information

- 2.1. The GCSD will notify the Grantee via email when all signed grant agreement documents (hereinafter referred to as *Agreement*) have been received.
- 2.2. Grant number **SRO23-64-249** must be included on all correspondence addressed to the GCSD.
- 2.3. The *position* refers to the eligible position listed in § 1.8 of this Agreement. The position must be filled by an MCOLES certified law enforcement officer.
- 2.4. The SRO must be assigned to one or more designated schools and spend the majority of their time working in that school building(s).
- 2.5. A Memorandum of Agreement (MOA) must be established between the school/district and the partnering law enforcement agency **AND** reviewed annually. The signed MOA and proof of MCOLES certification must be submitted to the GCSD no later than August 31, 2023. The MOA is to be submitted via email to [MSP-SchoolSafety@michigan.gov](mailto:MSP-SchoolSafety@michigan.gov).
- 2.6. Financial Status Reports (FSRs) and Performance Status Reports (PSRs) are required under this grant. FSR and PSR forms are available on the [Office of School Safety website](#). FSRs and PSRs must be submitted via email to [MSP-SchoolSafety@michigan.gov](mailto:MSP-SchoolSafety@michigan.gov).
- 2.7. This Agreement constitutes the entire agreement between the GCSD and Grantee on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement.
- 2.8. Unless otherwise noted, all correspondence and project documentation are to be submitted via email to [MSP-SchoolSafety@michigan.gov](mailto:MSP-SchoolSafety@michigan.gov).

## 3. Attribution

- 3.1. Any public announcements—whether oral, written, or electronic—must identify the state of Michigan as the source of funding for the grant-funded SRO position. The following is suggested language.  
*The SRO position is partially supported by FY23 grant funds awarded by the state of Michigan and administered by the Michigan State Police.*
- 3.2. The state of Michigan has the royalty-free right to copy, publish, and distribute any data or material associated with the SROGP.

## 4. Grant Award

- 4.1. In accordance with the terms and conditions of this Agreement, the GCSD shall provide the Grantee a total maximum allocation of \$165,232, as the grant award for reimbursement of authorized expenditures.
- 4.2. The Grantee shall utilize the award solely for the purpose of employing an SRO as outlined in this Agreement, including establishing a new SRO position and paying salary and fringe benefits for the full- or part-time SRO. If included in the award, grant funds may also be used for SRO-specific training.
  - Under this grant, an SRO is full-time if they are employed year-round and is dedicated to the school during all school hours. For scheduled school breaks, including summer break, the law enforcement agency has flexibility to assign the SRO as needed in other areas of the agency. However, the same SRO must still be dedicated to school events and issues that arise during the scheduled school breaks.
- 4.3. Award funds not expended by the end of the 3-year performance period will be forfeited.

## 5. Amendment of Agreement

- 5.1. This Agreement may not be altered, modified, supplemented, or amended in any manner except as follows:



- Prior to executing any changes to the position's responsibilities as identified in the approved grant application, the Grantee must submit a request for proposed changes to the GCSD via email at [MSP-SchoolSafety@michigan.gov](mailto:MSP-SchoolSafety@michigan.gov). The request will only be accepted from the Grantee's Authorized Official, Financial Officer, or Point of Contact.
  - The Grantee will be notified via email within 30 days regarding whether or not the proposed changes are approved.
- The grant performance period of this Agreement may be amended to accurately reflect the start date of the grant-funded SRO. The Authorized Official must notify the GCSD of any changes in the anticipated start date, which must be on or before August 1, 2023.

5.2. Expenditures incurred as a result of changes made without prior written approval from the GCSD will not be eligible for reimbursement.

## 6. Eligible Position and Expenditures

- 6.1. The Grantee's use of the award is limited to those expenditures identified in § 1.8 or as identified in an approved change in accordance with § 5.1.
- 6.2. The Grantee must adhere to local, state, and federal laws and be consistent with statewide policies, regulations, statutes, and practices.
- 6.3. SROGP funds must only be used to support an SRO position newly created for the 2022-23 school year or later and shall not exceed 50 percent of the actual costs for salary, benefits, and SRO-specific training over the entire grant performance period of 3 years.
- 6.4. Only payments for the position or related training made via check or electronic funds transfer (EFT) are eligible for reimbursement. Cash payments are prohibited.
- 6.5. Expenditures must be adequately supported by source documentation, including invoices, detailed paycheck stubs, cancelled checks, and electronic payment confirmations. If the position is paid as contracted services, an itemized breakdown of included costs must be provided to the GCSD by the Grantee via their partnering law enforcement agency. The GCSD reserves the right to request additional supplemental documentation.
- 6.6. Eligible expenditures include the following:
  - Salary/Wages
  - Wage-related fringe benefits (i.e., health/dental insurance, FICA, Medicaid, retirement, etc.)
  - SRO-specific training

## 7. Ineligible Position and Expenditures

- 7.1. Expenditures incurred, or contracted for, outside of the grant performance period identified in § 1.5 or *without receiving approval* as directed in § 5.1, are ineligible.
- 7.2. Expenses paid for with cash, or those with insufficient documentation of a processed payment, are ineligible and will not be reimbursed.
- 7.3. Any expense not explicitly identified as an eligible expenditure for the FY 2023 SROGP is ineligible. This includes, but is not limited to, the following ineligible expenses:
  - Indirect costs or indirect administrative expenses.
  - General security for non-school sponsored events.
  - Non-wage related fringe benefits, including, but not limited to:
    - Equipment, supplies, firearms, vehicles, uniform costs, etc.
    - Travel expenses, including mileage.
  - Trainings expected to be taken by any law enforcement officer that are not SRO-specific trainings (i.e., firearms training).
  - Extracurricular and coaching activities where compensation is paid.
  - Costs for employees not in the role of SRO.
  - Costs for any SRO positions outside of the one approved, newly created SRO position.

- Overtime (i.e., pay beyond the base rate).
- Contributions and donations.
- Management studies or other research and development.
- Memberships and dues.
- Position-related contracts beyond the grant performance period.
- Lobbying or advocacy for legislative or administrative reform.
- Legal fees.
- Fines and penalties.
- Compensation to federal employees.
- Food, refreshments, and snacks.

## 8. Accounting and Recordkeeping

- 8.1. All expenditures are to be recorded in a manner allowing for clear separation/identification from the Grantee's other funds or accounts. A general ledger is required and must reconcile to reported costs.
- 8.2. All invoices must be paid and reimbursement requests for eligible expenditures, including supporting documentation, shall be submitted to the GCSD by no later than the respective FSR due dates. Documentation must be submitted via email to [MSP-SchoolSafety@michigan.gov](mailto:MSP-SchoolSafety@michigan.gov).
- 8.3. The Grantee shall retain records for not less than 3 years following the final reimbursement payment for the position.

## 9. Inspection and Audit

- 9.1. The GCSD (and/or any of their duly authorized representatives) is permitted access, for the purposes of inspection, audit, and examination; to any books, documents, papers, and records, in any format (i.e., digital, electronic, cloud, paper, etc.), of the Grantee's which are related to this project for the duration of the grant performance period plus three years.
- 9.2. The MSP (and/or any of their duly authorized representatives) may conduct on-site inspections without prior notice.

## 10. Reporting Requirements

- 10.1. Reimbursement Method/Mechanism:
  - All Grantees must register as a vendor to receive reimbursement payments as Electronic Funds Transfers (EFT)/Direct Deposits. Vendor registration information is available on the State of Michigan SIGMA Vendor Self Service (VSS) website located at <https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>
  - This Agreement is reimbursement only. The Grantee must document that expenditures have been paid by local sources before requesting reimbursement from the GCSD.
  - This Agreement requires a minimum cash match of 50 percent. Amounts requested for reimbursement by the Grantee should be for a maximum of 50 percent of the total project cost incurred during the reporting period. The total cumulative requests for reimbursement should not exceed 50 percent of the total project cost, nor should it exceed the award amount listed in § 1.6.
  - Should the Grantee discover an error in a previous reimbursement request, the Grantee shall immediately notify the GCSD and refund to the GCSD any funds not authorized for use under this Agreement and any payments or funds advanced to the Grantee in excess of allowable reimbursable expenses.
- 10.2. FSR and PSR due dates follow the end of each reporting period (RP) as listed in § 1.7. Reports are only due for active agreement periods. Grantees are not required to submit any reports due before the grant start date indicated in § 1.5 or after approval of their final reports. The due dates are as



follows:

FSR and PSR Due Dates			
2023	2024	2025	2026
RP1: April 30, 2023	RP4: April 30, 2024	RP7: April 30, 2025	RP10: April 30, 2026
RP2: August 30, 2023	RP5: August 30, 2024	RP8: August 30, 2025	RP11: August 30, 2026
RP3: December 30, 2023	RP6: December 30, 2024	RP9: December 30, 2025	

- 10.3. The Grantee shall submit to the GCSD, via email, a completed FSR, PSR, and supporting documentation, according to the schedule listed in § 10.2, **whether or not** any expenditures have been incurred or paid during that period.
- If no expenditures have been paid during the reporting period, an FSR must be submitted without line items and a total of \$0.00.
- 10.4. Upon submission of the FSR and PSR for the reporting period in which the project concludes, the GCSD will confirm via email that the Grantee has satisfied all terms and conditions of this Agreement. Documentation supporting the requested reimbursement must be submitted along with the FSR as indicated in § 6.5.

## 11. Conditions Precedent to Disbursement

- 11.1. The GCSD's obligation to disburse award funds to the Grantee is subject to satisfaction, with respect to each disbursement, of each of the following conditions:
- Submission of a signed MOA and proof of SRO's MCOLES certification.
  - Submission of a completed FSR, PSR, and supporting documentation according to the schedule listed in § 1.7 and the due dates listed in § 10.2.
  - The Grantee is in compliance with all terms and conditions of this Agreement.
  - The Grantee has no payment due to the state of Michigan.

## 12. Disbursement of Award Funds

- 12.1. Reimbursements are limited to the reporting periods defined in § 1.7.
- 12.2. Reimbursement payments are only made through the state of Michigan's Vendor Self-Service System (SIGMA).
- 12.3. Funds are contingent upon the appropriation, pursuant to 2022 PA 144, from the state of Michigan.
- 12.4. The Grantee's allocations may be revised during the performance period based on changes in the appropriation or as the result of noncompliance with the terms and conditions of this Agreement.

## 13. Termination

- 13.1. This Agreement shall be terminated following the final reimbursement payment to the Grantee, and upon satisfying the terms and conditions of this Agreement.
- 13.2. The Grantee may terminate this Agreement upon 60-days advance written notice to the GCSD. At its discretion, the GCSD may waive this notification requirement.
- 13.3. The GCSD may terminate this Agreement effective immediately upon written notice to the Grantee, or effective on such a later date as may be established by the GCSD in such notice, under any of the following circumstances:
- The GCSD fails to receive sufficient appropriations or other expenditure authorization to allow the GCSD, in the reasonable exercise of its administrative discretion, to continue making payments under this Agreement.
  - There is a change in federal or state laws, rules, regulations, or guidelines so that the project(s) funded by this Agreement is no longer eligible for funding.

- There is a failure of the Grantee to follow the reporting schedule and/or provide appropriate source documentation for expenditures.
- The Grantee is found to be noncompliant with the terms and conditions of this Agreement.
- Any representation, warranty, or statement made by the Grantee herein or in any documents or reports relied upon by the GCSD to determine eligibility and award; is found to be untrue in any material respect when made.

## 14. Equal Employment

- 14.1. In accordance with the Elliott-Larsen Civil Rights Act, the Persons with Disabilities Civil Rights Act, and Executive Directive 2019-09, the Grantee or any subrecipient of the award, shall not discriminate against any employee or applicant for employment in hiring, any terms and conditions of employment, or matters related to employment because of religion, race, color, national origin, age, sex, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position.
- 14.2. In accordance with Michigan Department of Civil Rights Standards and Procedures for Civil Rights Compliance in State and Federal Contracts, the Grantee must have an established policy of equal employment opportunity without regard to religion, race, color, national origin, age, sex, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position.
- The Grantee shall periodically review their policies and procedures, and to consider whether the make-up of their workforce might be an unintended symptom of a policy that should be changed, and to take steps necessary to correct any under representation and achieve a reasonably representative work force at all levels of employment.
  - In addition, the Grantee shall:
    - State in all recruiting materials and advertisements that all applicants will receive equal consideration for employment without regard to religion, race, color, national origin, age, sex, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position; and,
    - Post in conspicuous places, notices setting forth the law on equal opportunity in employment and public accommodations (posters are available from the Michigan Department of Civil Rights).
- 14.3. The Grantee shall inform the GCSD of any federal or state actions taken against the Grantee pertaining to equal employment opportunity requirements.
- 14.4. The Grantee shall keep employment or other resources used in preparation of the Minority-Female-Handicapper Status Report, Workforce Utilization Analysis, and Equal Employment Opportunity (EEO) Plan, six months beyond the life of the SROGP agreement to permit access by the GCSD, Michigan Department of Civil Rights, or other authorized persons, as may be necessary to ascertain compliance.
- 14.5. The Grantee is subject to a determination of compliance with EEO requirements by the GCSD or the Michigan Department of Civil Rights.

## 15. Agreement Signatories

The Grantee certifies that all representations made in this Agreement are true and correct, and all grant funds awarded pursuant to this Agreement shall be used only for the purpose(s) described herein.

The Grantee acknowledges that the award is made solely upon this certification and that any false statements, misrepresentations, or material omissions may be the basis for immediate termination of this Agreement and repayment of grant funds.

In witness whereof, the GCSD and Grantee hereto have caused this Agreement to be executed by their duly authorized representatives.

**FOR THE GRANTEE:**



Authorized Official Signature

3/14/23

Date

Mark Olmstead

Authorized Official

**FOR THE STATE:**

Nancy Becker Bennett, Division Director  
Michigan State Police  
Grants and Community Services Division

Date



# Three Oceana school districts to get full-time resource officers thanks to state grant

January 17, 2023



Det. Sgt. Kevin Skipski of the Hart Police Department, at left, and Hart Police Chief Juan Salazar on the Hart Public Schools campus. — OCP file photo

## Three Oceana school districts to get full-time resource officers thanks to state grant

**By Allison Scarbrough, Editor**

OCEANA COUNTY — Three school districts — Hart, Shelby and Pentwater — will receive grant funds from the State of Michigan to assign a full-time school resource officer to each district.

The districts received letters from Gov. Gretchen Whitmer Tuesday, Jan. 17, notifying them of the grant awards.

Shelby Public Schools will receive over \$165,000 annually; Hart, nearly \$133,000; and Pentwater, over \$91,000.

Each district will partner with its local police department to assign an officer to the district.

Det./Sgt. Kevin Skipski of the Hart Police Department will be assigned as Hart Public Schools' SRO, said Hart Superintendent Mark Platt, while other two districts have yet to determine which officer will be assigned. Shelby will partner with the Shelby Police Department, and Pentwater will partner with Pentwater Police Department.

"The amount Shelby Public Schools has tentatively been awarded for the school resource officer grant is \$165,232," said Shelby Superintendent Mark Olmstead. "This is the total amount of funds granted pending finalization of our partnership with law enforcement over the three-year period of the grant."

"It puts a designated school resource officer onto our campus full-time," said Platt. "The grant is good for three years, and we will have Det./Sgt. Skipski with us." Skipski has been the TEAM (Teaching, Educating and Mentoring) instructor at Hart for several years.

The grant funds will pay for the officers' salaries, benefits, insurance, training, equipment, materials and other components, said Platt. "Basically, the grant covers half, and the district covers the other half." The other half could come from other grant sources, or it could be a general fund expenditure, he said. "One thing it won't be is an expenditure for the city — it really becomes a cost savings for the city, because Skipski's salary will be paid for between the school and the grant. He will remain a city employee. That way, if the grant ever ends, he could return.

"The board (of education) is 100 percent supportive of this, and Kevin Skipski did all the leg work," said Platt. "The city has been fantastic about sharing Kevin with us every day. He's always in the school — he's just not always there all day." With the grant funds, the officer will be present on the campus on a full-time basis.

"The kids really trust Kevin Skipski a lot, and they talk to him. That's why I think he's the perfect pick."

"I believe the earliest we can get somebody on is next school year," said Olmstead of the Shelby district. "It's important to find the right person to fulfill that role to become a part of your school community. Preliminarily and as part of this grant, we applied with the understanding that we would have a partnership with the Village of Shelby. It's going to be a great asset to have somebody with a law enforcement background to be a part of our district.

"We're very excited to have that opportunity — to have that funding boost — to be able to get that position up and rolling," said the Shelby school leader. "We've got great ties with Shelby PD, the Oceana County Sheriff's Office and the Michigan State Police. We have good relationships with all three of those entities. This will just serve to further build those ties between the school and law enforcement.

"They are very supportive partners — they want to see kids do well and they want to see families do well — and they serve in their role to make that happen," said Olmstead. "I'm looking forward to it — it's a great opportunity."

"It's a 50/50 split," said Pentwater Superintendent Scott Karaptian. "For the total cost for the officer, the grant will give half of that to pay the officer's salary, and then the district will pay half of the remaining salary.



“It’s a very important step to ensure safety within our school building, but it also is another outstanding way to establish stronger school and community relationships.”

Oceana County is well represented among grant recipients. “It was a highly-competitive school safety grant,” said Karaptian.

“Nearly \$45 million in funding requests were received for \$25 million in available funds,” states the governor’s letter. “A panel consisting of representatives from education and law enforcement awarded the grants, giving priority to school districts, intermediate school districts, and public school academies without a school resource officer currently in place. The panel also considered student enrollment as a factor in the awards – prioritizing those with lower enrollment.”

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## Oceana County Board of Commissioners

County Building

100 State Street, Suite M-4, Hart, MI 49420

# AGENDA

## Finance and Administration Committee

There will be a committee meeting on **Thursday, July 13, 2023 beginning at 10:00 a.m.**, or immediately following any preceding committee meetings, in the Oceana County Board of Commissioners Room, 100 State Street, Hart, MI 49420.

**Committee Chair: Craig Hardy**

**Committee Vice-Chair: Tim Beggs**

Presenter	Description	Motion #
Chairman Hardy	Call to Order Roll Call Approval of Meeting Minutes from June 22, 2023 <b>Pages 28 - 31</b> Changes to the Agenda Approval of the Agenda Public Comment ( <i>state your name, current address, and agenda item or topic</i> )	
Administrator Byard	Child Care Budget <b>Pages 32</b>	#2023-78
Administrator Byard	IT updates to Active Directory Domain Controllers – TRACE3 <b>Pages 33 - 37</b>	#2023-79
	Administrator's Review of Selected Claims for Payment <b>Pages 38 - 40</b> Administrator's Report <b>Pages 41 &amp; 42</b>	#2023-80
	<b>DEPARTMENT HEAD REPORT</b>	
	Public Comment ( <i>state name, current address, and agenda item or topic</i> )	
	Adjournment	

## **Finance and Administration Committee**

The Finance and Administration Committee Meeting was called to order by Chairperson Hardy on Thursday, June 22, 2023, at 10:02 a.m., in the Board Conference Room.

Present: Mr. Erickson, Mr. Morse, Mr. Beggs, Mr. Walker, and Mr. Hardy.

Also Present: Ms. Byard, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; Mr. Troy Maloney, Oceana County Emergency Management Director; and Sheriff Mast.

Moved by Mr. Beggs and supported by Mr. Walker to approve the minutes of the June 8, 2023 Finance and Administration Committee meeting as presented.

Moved by Mr. Beggs and supported by Mr. Walker to approve the minutes of the June 8, 2023 Finance and Administration Committee Closed Session as presented.

Voice vote. Motion carried.

Chairperson Hardy asked if there were any additions to the agenda. No additions were mentioned.

Moved by Mr. Morse and seconded by Mr. Beggs to approve the agenda as presented.

Voice vote. Motion carried.

### **Public Comment**

There were no public comments at this time.

### **Agenda Items**

Mr. Troy Maloney, Oceana County Emergency Management Director, brought forth consideration of a motion to approve the Homeland Security Grant Program Intergovernmental Agreement. This grant funds the CodeRed program for the County, among other Emergency Management Department items.

Ms. Byard requested discussion regarding Michigan Township Association (MTA) dues. The cost has increased significantly from previous years, by \$2,000, and Ms. Byard has reached out to surrounding counties to find out how they feel about the cost increase. Ms. Byard spoke with Ms. Mary Lou Phillips, Oceana County Treasurer, and relayed that Ms. Phillips finds MTA invaluable.

Mr. Walker also spoke with Ms. Phillips and noted that she understands that there was an increase in dues, but she would encourage paying them because she feels that the knowledge would be too important to pass up on and money will be saved in the long run.

Mr. Erickson has attended several MTA meetings and believes the information and participation are beneficial to Oceana County. Ms. Byard noted that the increase in dues was for counties only; townships did not see an increase.

Mr. Morse asked Ms. Anderson if she utilized MTA in her office. Ms. Anderson responded that she did not; she receives and reads the newsletters and encourages the local clerks to utilize MTA.

Mr. Walker expressed his displeasure with MTA and suggested renewing for one year and then reevaluating next year. Mr. Hardy agreed.

Ms. Byard facilitated discussion regarding a motion to purchase a county vehicle. Mr. Walker noted that having a county vehicle will cut down on paying out employee mileage reimbursements. He spoke with Meyer Brothers Chevrolet and has been searching for a suitable vehicle and would like a finite price before making a decision.

Mr. Beggs wondered how much is paid out yearly for mileage and how much could be saved. Ms. Byard responded that \$28,000 is paid out yearly for travel and that \$23,000 of that is paid out of the General Fund. By purchasing a county vehicle, the County could save \$8,000 - \$10,000 in mileage reimbursements, however, insurance, maintenance, and fuel would need to be factored in.

Mr. Beggs then questioned if the vehicle would be adequate to accommodate persons who need to bring equipment. Mr. Walker responded that the County does have a pickup truck for those with equipment. Mr. Beggs questioned that if the car is available, but the person decides to drive their own vehicle, then the person would not be reimbursed mileage. Ms. Byard assured him that is the policy.

Mr. Hardy suggested tabling the discussion until a finite price can be set.

Ms. Byard also did not read the claims for payment, but the following was provided:

Oceana County Administrator				
REVIEW OF CLAIMS FOR PAYMENT (>= \$1,000 and Other Noteworthy Expenditures)				
Fund #	Dept. #	Dept. Name	Amount	Purpose
<b>Special Revenue Funds</b>				
215 - Friend of the Court			\$ 2,194.09	to Image Soft for professional services and icloud storage
239- Shelby Twp Community Park			\$ 2,525.00	to Kennari Consulting for professional services. Fully reimbursed via private donations.
			\$ 1,756.39	to Landscape Architects & Planners for project services. Fully reimbursed via private donations.
260 - Indigent Defense Fund			\$ 6,547.00	to Hayes Law Office, PLC for court appointed attorney fees.
			\$ 6,853.00	to Good Law for court appointed attorney fees.
			\$ 5,625.00	to Indigent Defense Consultants for managed assigned counsel services.
286 - ARPA			\$ 25,000.00	to Macqueen Equipment for Pentwater Fire Department
			\$ 2,413.50	to Hart Fire Department for reimbursement for equipment
			\$ 1,153.13	to White Lake Flooring for new carpet for Jury Room at Courthouse Building
			\$ 52,900.00	to G Freeland Roofing for new roof on health department
549 - Building Department Fund			\$ 3,892.80	to Randy Miller for permits, residential plan reviews, and commercial plan reviews.
			\$ 3,702.05	to Randy Neuman for permits, residential plan reviews, and commercial plan reviews.
			\$ 5,850.00	to Shoreline Inspection Service LLC for permits, residential plan reviews, and commercial plan reviews.
			\$ 1,300.00	to Thomas Story for permits, residential plan reviews, and commercial plan reviews.
<b>General Fund</b>				
101 - BOC			\$ 1,360.00	to Cohl, Stoker, & Toskey, P.C. for legal services.
			\$ 1,625.00	to Joanne Clark for the employee appreciation picnic.
172 - Administration			\$ 1,991.11	to TASC for June COBRA payment.
265 - Courthouse & Grounds			\$ 2,257.15	to City of Hart for utilities
283 - Circuit Court			\$ 4,473.92	to Hayes Law Office for court appointed attorney fees.
			\$ 3,321.50	to Heacock Reporting for court contracted services.

	\$ 4,473.92	to Springstead Law Offices for court appointed attorney fees.
301 - Sheriff	\$ 16,376.47	to Enterprise for fleet vehicle management.
	\$ 1,081.81	to Cardmember Services for employee travel and contractual services.
	\$ 1,204.03	to Emergency Services, LLC for equipment.
	\$ 3,898.00	to R & R Trailers for Trailer Repairs
	\$ 1,365.15	to EPS for security system.
351 - Jail	\$ 3,404.89	to Gordon Food Service.
	\$ 14,796.33	to Advanced Correctional Healthcare for on-site medical services per contract.
	\$ 3,613.04	to City of Hart for utilities
	\$ 4,140.82	to Correctional Recovery for medical billing services.
528 - Transfer Station	\$ 1,000.00	to CAT for repairs on the 420E
595 - Airport	\$ 2,759.06	to Bell's Equipment for Parts and repairs.
<b>~ Total</b>		<b>\$ 194,854.16</b>

Mr. Walker noted that one of the bills for the Emergency Response trailer being damaged should be turned in to insurance and that the County should only be responsible for the deductible.

#### **Administrator's Report (as provided by Ms. Byard):**

##### AeroPM Training

The Michigan Department of Transportation invited me to attend and two-hour AeroPM Training that worked through the new software for reporting. The meeting extended an additional half an hour but provided insight to the new program and how it will affect reporting in the future.

##### Health Insurance Update

Brown and Brown met with Jessica and I to review reports for our health insurance and provide and update of how our self-funded insurance is working for the county. Jennifer Martin with Brown and Brown will be presenting to the County Board in July with this information.

##### Payroll Position

Our Payroll Specialist resigned effective May 14<sup>th</sup>. The position was posted and an employee from within the county applied. Jana with the County Clerk's office will start with the Administrator's office on Monday, June 26, 2023.

##### Employee & Volunteer Appreciation Picnic

The employee and volunteer appreciation picnic will be held on Wednesday, June 28<sup>th</sup> from 11:30 a.m. – 1:30 p.m. on the south lawn of the county building. Administration staff have been planning for this event. (Sponsored by the Board of Commissioners). Please join us!

##### Materials Management Planning

A Materials Management Meeting is scheduled with County Administrators from the surrounding counties. We will be meeting here in Oceana County on Friday, June 23, 2023 to discuss a possible collaboration for the Materials Management program. Additional funding is available for counties that work together on their plans and it would reduce the amount of people from each jurisdiction required to be on the board. In addition, there are meetings held each month with the State of Michigan to discuss the Materials Management Planning. There will be a letter coming to the Board of Commissioners. Once that letter has been received, we will be required to submit a letter of intent. There is still more information that is being provided on this and I will keep you apprised.

## Veterans Affairs

On Thursday, June 15, 2023, I had received a call from Mr. Phillip Stone commending the Veterans Affairs Department for everything they have done for him. Thank you to our Veterans Affairs Department for assisting Mr. Stone and our many Veterans that come to them for assistance.

## **Additional Administrator's Report Items**

Ms. Byard has a tour of Electric Forest Festival (EFF) scheduled for Friday morning.

## **Department Head Reports**

Sheriff Mast provided a brief overview of police matters; Undersheriff Schiller was dispatched to a scene as a Medical Examiner Investigator last night in Silver Lake. While there, he helped battle a fire at Hideaway Campground and in the process came upon an active Breaking and Entering. Undersheriff Schiller was finally able to return home at approximately 5:00 a.m.

Road Patrol has been very active and there are currently 50 inmates housed with some of them coming from EFF.

Sheriff Mast attended a meeting with Shelby Public Schools Superintendent, Village of Shelby Police Chief, and the Village of Shelby Manager, where they have applied for a State Police Grant to fund a School Resource Officer (SRO) for the Village of Shelby Police Department to participate in. However, the Village of Shelby Police Department is down to a Chief and one Patrol Officer, they have not had any qualified applicants apply for several months, and have realized that they will not be able to fulfill the SRO request. They asked for help from the Sheriff's Department in filling the SRO position, which will have funding for approximately \$69,000/year.

Mr. Hardy inquired as to how long the grant would be funded for. Sheriff Mast responded that it would be for three years.

Mr. Beggs asked how much it costs to have a Deputy on the road for one year with the total cost of benefits, over time, etc. Sheriff Mast was unclear to the exact amount, he believes it's approximately \$120,000, but deferred the question to Ms. Byard for further clarification at a later date.

Mr. Morse questioned if SRO's needed to be MCOLE certified. Sheriff Mast assured him that they must be and that the SRO would have their own office at the school.

## **Public Comment**

There were no public comments at this time.

Chairperson Hardy asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:35 a.m.

Respectfully submitted,

Amy L. Anderson  
Oceana County Clerk

# County Child Care Budget Summary (DHS-2091)

Michigan Department of Health and Human Services (MDHHS)

Children's Services Agency

Oceana County for October 1, 2023 through September 30, 2024

Organization	Court Contact Person	Telephone Number	Email Address
Oceana County	Betty J. Carter - CCF Judges Delegate	(231) 873-6707	bcarter@oceana.mi.us
Fiscal Year	MDHHS Contact Person	Telephone Number	Email Address
October 1, 2023 through September 30, 2024	Janet VyseStaszak - CCF Organization Management	(231) 845-3254	vysestaszakj@michigan.gov

Cost Sharing Ratios	County 50% / State 50%	Anticipated Expenditures		
		MDHHS	Court	Combined
A. Out of Home Care - Court or Tribal Supervised		\$0.00	\$309,150.00	\$309,150.00
B. In-Home Care		\$0.00	\$220,461.67	\$220,461.67
C. County/Court-Operated Facilities		\$0.00	\$0.00	\$0.00
D. Subtotals (A+B+C)		\$0.00	\$529,611.67	\$529,611.67
E. Revenue		\$0.00	\$56,520.00	\$56,520.00
F. Net Expenditure		\$0.00	\$473,091.67	\$473,091.67

Cost Sharing Ratios	County 50% / State 50%	Anticipated Expenditures		
		MDHHS	Court	Combined
A. Out of Home Care - Neglect Abuse		\$0.00	\$60,000.00	\$60,000.00
Please Note: The <i>Neglect/Abuse Out-of-Home Care</i> amount reflects ONLY the county court's share of these expenditures. Effective October 2019 the State of Michigan pays 100% of Neglect/Abuse Out-of-Home placements and the county then reimburses the state 50%.				

Cost Sharing Ratios	County 0% / State 100% \$15,000.00 Maximum	MDHHS	Court	Combined
Basic Grant		\$0.00	\$56,520.00	\$56,520.00

Total Expenditure	\$529,611.67
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## BUDGET DEVELOPMENT CERTIFICATION

THE UNDERSIGNED HAVE PARTICIPATED IN DEVELOPING THE PROGRAM BUDGET PRESENTED ABOVE. We certify that the budget submitted above represents an anticipated gross expenditure for the fiscal year: October 1, 2023 through September 30, 2024; and any requests for reimbursement shall adhere to all state law, administrative rules and child care fund handbook authority.

Presiding Judge <i>Bradley C. Lantieri</i>	Date 7/7/2023
County Director of MDHHS Signature	Date
Chairperson, Board of Commissioner's Signature	Date
And/or County Executive Signature	Date

Michigan Department of Health & Human Services (MDHHS) will not discriminate against any individual or group because of race, religion, age, national origin, color, height, weight, marital status, sex, sexual orientation, gender identity or expression, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to an MDHHS office in your area.	<p>AUTHORITY: Act 87, Publication of 1978, as amended.</p> <p>COMPLETION: Required.</p> <p>PENALTY: State reimbursement will be withheld from local government.</p>
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## Tracy Byard

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**From:** Amy Contreras  
**Sent:** Wednesday, June 28, 2023 4:32 PM  
**To:** Tracy Byard  
**Subject:** Requesting money for sheriff Active Directory domain controller upgrades  
**Attachments:** 2023-06-27 Trace3 Services Quote.pdf

Tracy,

I would like to request additional monies (\$6,500) for an unplanned but high-priority project to have Trace3 professional services help me decommission a sheriff Active Directory domain controller that is running Windows Server 2008. Because it is an outdated system, it leaves us vulnerable to viruses, malware, and cyberattacks. The scope of work includes upgrading the other domain controller from Windows Server 2012 R2 to Windows Server 2019 and migrating DHCP from the domain controllers to a new DHCP cluster.

More details about the project can be found in the attached quote.

Thanks!

### Need IT help?

Send an email to [support@oceana.mi.us](mailto:support@oceana.mi.us)

Amy Contreras  
IT Coordinator / Network Administrator  
Oceana County, MI  
O: (231) 873-6711  
M: (231) 742-2696  
[www.oceana.mi.us](http://www.oceana.mi.us)



# TRACE3

**PS - AD/Domain Controller**

Quote # Trace3.084333.v1

**Prepared for:**

**Oceana County Government**

Amy Contreras  
acontreras@oceana.mi.us

## Quote Notes

### Additional Information

#### Scope

Oceana County requires updates to several of their Active Directory Domain Controllers (DC) and decommissioning an older DC from their environment. Along with DC upgrades, Trace3 will help update the forest/domain functionality levels and create a new clustered DHCP environment to provide high availability.

#### Level of effort estimates and rates

Total Fixed Fee for Services: \$6,440.00

#### Deliverables

- Perform a discovery of the current Active Directory domain controllers and DHCP environments.
- Decommission one (1) 2008 R2 Active Directory domain controller from existing forest.
- Migrate DHCP from the two (2) existing domain controllers to a new 2-node DHCP cluster:
  - Setting up a new DHCP cluster.
  - Exporting the current DHCP scope and scope options.
  - Importing those settings into the new DHCP cluster.
  - Authorize the new cluster in Active Directory.
  - Test and verify DHCP is working properly on the new cluster.
  - Remove the DHCP service from the existing domain controllers.
- Upgrade two (2), Windows Server 2012 R2 Domain Controllers to Windows Server 2019 using the in-place upgrade method.
- Upgrade the existing Active Directory Forest and domain functional levels Windows Server 2016
- Replace the deprecated File Replication Service (FRS) for replication of the SYSVOL share to use Distributed File System Replication (DFSR) of the SYSVOL share.

#### Out of Scope

- Any roadblocks or recommendations for remediation that are found during discovery that would prevent migrations of items in Deliverables will be addressed in a PCR for remediation.

#### Assumptions

- The current domain controllers are free of defects and are eligible for in-place upgrades.
- Any other services hosted on the domain controllers during the upgrades would be offline, such as file, print or application services.
- Client is responsible for any new OS deployments including OS installation, joining servers to the AD domain, patching and network connectivity.
- Client is performing regularly scheduled backups of the domain controllers and it is assumed that data can be restored from those backups.
- Client has already approved downtime for DC upgrades and DHCP migrations.

## Quote Notes

### Additional Information

#### Terms & Conditions

Upon client signatory's execution of this Quote, he/she affirms that:

1. Services will be invoiced as follows:
  - a. 100% of Fees upon Trace3's acceptance of Client's Purchase Order or Purchase Order Exception.
2. Professional Services not requiring presence onsite may be performed remotely.
3. Unless otherwise mutually agreed by the parties, Trace3 will present Client with a completion certificate (a "Completion Certificate") upon the completion of the provision of all the Deliverables. If Client reasonably determines that Trace3 has completed provision of the Deliverables described in the Completion Certificate in substantial conformance with the applicable deliverable specifications, Client will sign the Completion Certificate acknowledging acceptance of the completed Deliverables and will return the signed Completion Certificate to Trace3 within five business days from the date of Client's receipt of the Completion Certificate. In the event Trace3 does not receive a signed Completion Certificate or notice that the Deliverables do not meet the applicable deliverable specifications from Client within ten days of Client's receipt of a Completion Certificate, Client's affirmative acceptance of completion of the Deliverables, a waiver of any Client right to reject completion of provision of the Deliverables and Client's signing of the Completion Certificate will automatically and without any further action of the parties be deemed to have occurred.

#### General Assumptions

1. Project is estimated to start four (4) weeks after the acceptance date of this quote, depending on resource availability, this timeframe may be shorter or longer. The assigned Project lead will confirm the Project Start Date when they are engaged.
2. Services will generally be performed during normal business hours which are defined as being between 8:00 AM and 5:00 PM Client's local time. If Services are needed after normal business hours, Trace3 and Client must mutually agree upon the schedule before such after-hours Services commence.
3. Client acknowledges and accepts that any hardware or software not available may delay the Project schedule and be subject to a Change Request.

## Trace3 Services

Line #	Qty	Part Number	Product Description	Unit Price	Ext. Price
1	1	QS-PS-ADVANCED SERVICES	Trace3 Services Retainer	\$6,440.00	\$6,440.00

Subtotal: \$6,440.00

## PS - AD/Domain Controller



Prepared by:  
**Trace3 - Irvine**  
Brandon Friedl  
brandon.friedl@trace3.com

Prepared for:  
**Oceana County Government**  
100 S. State Street  
Hart, MI 49420  
Amy Contreras  
(231) 873-6711  
acontreras@oceana.mi.us

Quote Information:  
**Trace3.084333.v1**  
Quote Date: 06/27/2023  
Expiration Date: 07/27/2023

## Quote Summary

Description	Amount
Trace3 Services	\$6,440.00
Total:	\$6,440.00

Upon client signatory's execution of this Quote, he/she affirms that:

1. Client will purchase and pay Trace3 for the equipment and/or services referenced above;
2. Without a separate written agreement signed by Trace3 and client, equipment and/or services referenced above are provided solely subject to the terms of this Quote and the applicable terms and conditions located at <http://www.trace3.com/legal>
3. He/she is authorized to accept this Quote on behalf of client and has complied with all of client's business practices in making this purchase;
4. Quoted amounts exclude sales taxes, which will be charged on all U.S. shipments; and
5. Client is responsible for submitting exemption certificates for sales tax-exempt purchases.
6. Use of the equipment and/or services referenced above is subject to the applicable end-user license agreement of the manufacturer.

Oceana County Government

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

## Oceana County Administrator

### REVIEW OF CLAIMS FOR PAYMENT (>= \$1,000 and Other Noteworthy Expenditures)

Fund #	Dept. #	Dept. Name	Amount	Purpose
<b>Special Revenue Funds</b>				
210 - Ambulance			\$ 4,356.10	to MMRMA for quarter liability insurance.
239- Shleby Twp Community Park			\$ 15,530.00	to FAST Fiberglass for equipment. Fully Reimbursed by private donations.
256 - Automation Fund R.O.D			\$ 2,117.70	to GovOS, Inc for software fees.
260 - Indigent Defense Fund			\$ 4,959.00	to Springstead Law Offices for court appointed attorney fees.
			\$ 4,319.00	to MKG Law Office, PLLC for court appointed attorney fees.
286 - ARPA			\$ 2,000.00	to Capital Alliance Leasing for Oceana County Firefighter training.
			\$ 5,344.54	to Country Dair for initial concrete pour and labor.
298 - Tech and Innovation			\$ 2,106.54	to SHI for Machinery and Equipment.
549 - Building Department Fund			\$ 15,431.65	to Randy Miller for permits, residential plan reviews, and commercial plan reviews.
			\$ 7,828.35	to Randy Neuman for permits, residential plan reviews, and commercial plan reviews.
			\$ 1,550.00	to Shoreline Inspection Service LLC for permits, residential plan reviews, and commercial plan reviews.
			\$ 1,181.17	to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews.
			\$ 2,700.00	to Thomas Story for permits, residential plan reviews, and commercial plan reviews.
<b>General Fund</b>				
101- BOC			\$ 2,500.00	to MI Township Assoc for 2023-2024 dues

208- Insurance	\$ 44,588.90	to MMRMA for quarter liability insurance.
265 - Courthouse & Grounds	\$ 2,485.00	to Republic Service for trash removal
	\$ 3,030.28	to City of Hart for utilities
283 - Circuit Court	\$ 4,223.92	to Hayes Law Office for appropriations for August 2023.
	\$ 3,300.00	to Heacock Reporting for court contracted services.
	\$ 4,223.92	to Springstead Law Offices for appropriations for August 2023.
289 - Fried of the Court	\$ 2,377.00	to Mgt of America Consulting
296 - Prosecuting Attorney	\$ 1,500.00	to Mgt of America Consulting
301 - Sheriff	\$ 1,157.89	to AT&T mobility
	\$ 9,620.08	to Wex Bank for fuel.
	\$ 6,579.00	to Kiesler's Police Supply
	\$ 1,059.42	to Magnum Electronics for equipment
	\$ 2,310.96	to NYE Uniform for Uniforms.
331 - Marine Law	\$ 2,411.40	to U-Win Motorsports for repairs and maintenance.
351 - Jail	\$ 4,701.86	to Gordon Food Service.
	\$ 15,527.81	to Advanced Correctional Healthcare for on-site medical services per contract.
528 - Transfer Station	\$ 19,104.20	to American Classic Dumpster for removal of trash and recycling material.
595 - Airport	\$ 2,018.52	to Optical Scientific for annual service contract for weather system.
	\$ 1,478.00	to Van't Hof Door for gate repairs and maintance.
648 - Medical Examiner	\$ 6,888.78	to Mid Michigan Medical Examiner Group for administrative services.

710 - MSU Extension	\$ 35,532.25	to MSUE Business Office for the 3rd qtr assessment fee per agreement.
~ Total	\$ 210,510.99	



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# COUNTY ADMINISTRATOR'S REPORT

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JULY 13, 2023

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## **County Audit**

The last couple of weeks have been filled with providing last minute information to the Auditors. The County Audit was submitted on June 30th. Bound copies of the audit will be provided to the Board members for review at the meeting of July 27<sup>th</sup>.

## **Health Insurance Update**

Brown and Brown will be giving a presentation based on a six-month review of the self-funded county health insurance at the Board of Commissioners meeting on July 27<sup>th</sup>.

## **Administrator's Office**

Jana Boundy started as the Payroll Specialist in the Administrator's office on Monday, June 26<sup>th</sup>. The office is running smoothly and we will eventually be working towards cross training.

## **Employee & Volunteer Appreciation Picnic**

The employee and volunteer appreciation picnic was held on Wednesday, June 28<sup>th</sup>. Thank you to the Administration staff for planning the event, the Board of Commissioners for sponsoring the event and to those that attended.

## **Electric Forest Tour**

On Friday, June 23<sup>rd</sup>, I had the opportunity to meet with Dan Yost, Grant Township Fire Chief and Troy Maloney, Emergency Management for a tour of the Electric Forest. I big thanks to both of them for taking the time to show me around.

## **Materials Management Planning**

A Materials Management meeting was held with County Administrators from the surrounding counties. We met on Friday, June 23, 2023 to discuss a possible collaboration for the Materials Management program. Additional funding is available for counties that work together on their plans and it would reduce the amount of people from each jurisdiction required to be on the board. In addition, there are meetings held each month with the State of Michigan to discuss the Materials Management Planning. The funds allow for the ability to

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# COUNTY ADMINISTRATOR'S REPORT

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JULY 13, 2023

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work with a company to write the materials management plan. WMSDRC has expressed interest in writing the plan for all of us. A meeting is being scheduled to discuss.



# Oceana County Board of Commissioners

County Building  
100 State Street, Suite M-4, Hart, MI 49420

# AGENDA

## Regular Board Meeting

The Oceana County Board of Commissioners will hold its **Regular Meeting on Thursday, July 13, 2023 beginning at 11:30 a.m.** in the Oceana County Board of Commissioners Room, 100 State Street, Hart, MI 49420.

**Board Chair: Robert Walker**

**Board Vice-Chair: Tim Beggs**

Presenter	Description	Item #
Chair	Pledge of Allegiance Call to Order Roll Call Approval of minutes from June 22, 2023 <span style="color: red;">Pages 44 - 46</span> Conflict of Interest Disclosure Regarding Agenda Items Changes to the Agenda Approval of the Agenda Public Comment ( <i>state your name, current address, and agenda item or topic</i> )	
Commissioner Beggs	<b>Shelby Schools Resource Officer</b>  Motion to enter into a contract with Shelby Schools for a School Resource Officer with funds to be covered 80% by a three-year grant and Shelby School and 20% by the county not to exceed \$18,188.00 per year and allow the Chair to sign once the contract has been reviewed by County Counsel. <span style="color: red;">Roll Call</span>	#2023-77
Commissioner Hardy	<b>Child Care Fund Budget</b>  Motion to approve the Fiscal Year 2023-2024 Oceana County Child Care Budget in the amount of \$529,611.67 and authorize the Chairperson of the Board and County Administrator to sign the budget summary. <span style="color: red;">Roll Call</span>	#2023-78
Commissioner Erickson	<b>IT Trace3</b>  Motion to approve the purchase of services by TRACE3 in the amount of \$6,500 to assist in decommissioning of an outdated Sheriff Active Directory domain controller and allow the Administrator to make the budget adjustment. <span style="color: red;">Roll Call</span>	#2023-79
Commissioner Hardy	<b>Payment of Claims</b> <span style="color: red;">Pages 47 - 49</span>	#2023-80
<b>REPORTS FROM COMMISSIONERS AND DEPARTMENT HEADS</b>		
	Public Comment ( <i>state your name, current address, and agenda item or topic</i> )	
	Adjournment	

**Board Conference Room  
June 22, 2023  
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, June 22, 2023, at 11:31 a.m.

Chairperson Walker led the Board in the Pledge of Allegiance to the Flag of the United States of America.

Roll was called by the Clerk Anderson. Present: Mr. Erickson, Mr. Morse, Mr. Beggs, Mr. Hardy, and Mr. Walker.

Also Present: Ms. Byard, Oceana County Administrator, and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Hardy and seconded by Mr. Beggs to approve the minutes from the June 8, 2023 Regular Board Meeting as amended.

Voice vote. Motion carried.

Chairperson Walker asked if any commissioners wished to declare any conflicts of interest on the agenda items. No conflicts were declared.

Chairperson Walker asked if there were any additions to the agenda. Mr. Walker suggested that Motion #2023-75 have no action taken.

Moved by Mr. Morse and supported by Mr. Hardy to approve the agenda as amended.

Voice vote. Motion carried.

**Public Comment**

There were no public comments at this time.

**Agenda Items**

**MOTION #2023-74 – EMERGENCY MANAGEMENT HOMELAND SECURITY GRANT**

Moved by Mr. Beggs and supported by Mr. Erickson, to adopt Motion #2023-74, approving the intergovernmental agreement between West Michigan Regional Medical Consortium (WMRMC) and Oceana County through May 31, 2025, for the purpose of delineating the relationship between the WMRMC and the Political Subdivision, and the Region 6 Homeland Security Planning Board, regarding the FY 2022 Homeland Security Grant Program.

Roll call vote: Mr. Beggs – yes; Mr. Erickson – yes; Mr. Morse – yes; Mr. Hardy – yes; and Mr. Walker – yes.

Motion carried.

All Commissioners concurred that the County should pay the Michigan Township Association (MTA) dues at this time.

**MOTION #2023-75 – OCEANA COUNTY VEHICLE – NO ACTION TAKEN**

Motion #2023-75, moved by \_\_\_\_\_ and supported by \_\_\_\_\_, to approve the purchase of a county vehicle, from Meyer Brothers Chevrolet, in the amount not to exceed \$\_\_\_\_\_, to be paid with ARPA funds.

No action taken at this time.

## **MOTION #2023-76 – PAYMENT OF CLAIMS**

Moved by Mr. Hardy and supported by Mr. Beggs, to adopt Motion #2023-76, approving the payment of accounts payable and release of funds for June 22, 2023.

<b>AMBULANCE</b>	<b>\$577.26</b>
<b>GIS</b>	<b>-0-</b>
<b>FOC</b>	<b>2,204.09</b>
<b>PENTWATER-HART TRAIL</b>	<b>-0-</b>
<b>SHELBY TWP COMM PARK</b>	<b>4,281.39</b>
<b>BROWNFIELD</b>	<b>-0-</b>
<b>AUTOMATION R.O.D.</b>	<b>-0-</b>
<b>INDIGENT DEFENSE</b>	<b>22,210.41</b>
<b>LCOT</b>	<b>600.00</b>
<b>K9 UNIT</b>	<b>82.99</b>
<b>CJT</b>	<b>-0-</b>
<b>CDBG</b>	<b>-0-</b>
<b>ARPA</b>	<b>81,568.62</b>
<b>VETERANS AFFAIRS</b>	<b>5,122.85</b>
<b>TECH &amp; INNOVATION</b>	<b>20,640.89</b>
<b>CAPITAL PROG/EQUIP REP</b>	<b>-0-</b>
<b>PUBLIC IMPROVEMENT</b>	<b>-0-</b>
<b>BUILDING DEPARTMENT</b>	<b>18,025.77</b>
<b>GENERAL FUND</b>	<b>460,560.97</b>
<b>GRAND TOTAL</b>	<b>\$615,958.23</b>

Roll call vote: Mr. Hardy – yes; Mr. Beggs – yes; Mr. Erickson – yes; Mr. Morse – yes; and Mr. Walker – yes.

Motion carried.

### **Commissioner's Reports**

Mr. Beggs attended a meeting at the Oceana CSB classroom, hosted by Mason-Oceana 911, regarding limited access dune communities. This covered ways to improve accessibility to homes along the lakeshore.

Mr. Hardy attended the Mason-Oceana 911 meeting where they approved the purchase of a new generator to replace the approximate 20-year old generator. There was discussion regarding Lake County joining with Mason-Oceana 911.

Mr. Morse will not be able to attend the next meeting, he will be in Arizona. Mr. Morse provided a brief update regarding the Broadband Taskforce; Great Lakes Energy was not awarded the Robin Grant, but funds were acquired for Ferry/Otto Townships from Auction 904: Rural Digital Opportunity Fund (RDOF).

Mr. Morse does not feel that he can be an effective Commissioner due to the downsizing of the Board of Commissioners from apportionment. He is in the process of writing a resolution to ask the State Legislature to allow for Oceana County to have a minimum of seven Commissioners on the Board.

Mr. Erickson provided a brief overview of what has been happening with the Crystal Township Dam. He briefly touched on the SNAP Grant application that Mr. John Warner, Oceana County Parks & Recreation Member, has been writing for Crystal Township.

Mr. Erickson indicated that Mears will be celebrating their 150<sup>th</sup> year anniversary in late August. This coming weekend there will be a tent raising for the Circus that is coming to town. Mr. Erickson attended the Newfield Township meeting, they are still struggling with lawsuits, residents, and turmoil.

Mr. Walker attended the CMH meeting Tuesday evening, there were 12-15 people that expressed their concern with CMH. Several board members welcomed the guests and promised to look in to the concerns that were raised.

**Public Comment**

There were no public comments at this time.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 11:50 a.m.

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Amy L. Anderson, Oceana County Clerk

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Date

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Mr. Walker, Chairperson

Board Approval of Accounts Payable & Release of Funds  
FOR 7/13/2023

FUND	DEPT #	DEPARTMENT	PR#	PAID	UNPAID	TOTAL
210		AMBULANCE		\$ 1,612.48	\$ 4,356.10	\$ 5,968.58
		<b>AMBULANCE FUND TOTAL</b>		<b>\$ 1,612.48</b>	<b>\$ 4,356.10</b>	<b>\$ 5,968.58</b>
211		GIS		\$ -	\$ -	\$ -
		<b>GIS FUND TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
215		FOC		\$ -	\$ -	\$ -
		FOC PAYROLL		\$ -	\$ -	\$ -
		FOC FICA		\$ -	\$ -	\$ -
		FOC RETIREMENT		\$ -	\$ -	\$ -
		FOC FRINGE		\$ -	\$ -	\$ -
		WORKERS COMP		\$ -	\$ -	\$ -
		<b>FOC FUND TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
238		PENTWATER-HART TRAIL		\$ -	\$ -	\$ -
		<b>PENTWATER-HART TRAIL FUND TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
239		SHELBY TWP COMMUNITY PARK		\$ 15,530.00	\$ -	\$ 15,530.00
		<b>SHELBY TWP COMMUNITY PARK FUND TOTAL</b>		<b>\$ 15,530.00</b>	<b>\$ -</b>	<b>\$ 15,530.00</b>
243		BROWNFIELD REDEVELOPMENT AUTHORITY		\$ -	\$ -	\$ -
		<b>BROWNFIELD REDEVELOP. AUTHORITY TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
256		AUTOMATION R.O.D.		\$ -	\$ 2,117.70	\$ 2,117.70
		<b>AUTOMATION R.O.D. FUND TOTAL</b>		<b>\$ -</b>	<b>\$ 2,117.70</b>	<b>\$ 2,117.70</b>
260		INDIGENT DEFENSE		\$ 9,988.00	\$ -	\$ 9,988.00
		INDIGENT DEFENSE PAYROLL		\$ 2,182.72	\$ -	\$ 2,182.72
		INDIGENT DEFENSE FICA		\$ 166.98	\$ -	\$ 166.98
		INDIGENT DEFENSE RETIREMENT		\$ -	\$ -	\$ -
		INDIGENT DEFENSE FRINGE		\$ 919.76	\$ -	\$ 919.76
		WORKERS COMP		\$ 381.00	\$ -	\$ 381.00
		<b>INDIGENT DEFENSE FUND TOTAL</b>		<b>\$ 13,638.46</b>	<b>\$ -</b>	<b>\$ 13,638.46</b>
264		LCOT		\$ -	\$ 145.00	\$ 145.00
		LCOT PAYROLL		\$ -	\$ -	\$ -
		LCOT FICA		\$ -	\$ -	\$ -
		LCOT RETIREMENT		\$ -	\$ -	\$ -
		WORKERS COMP		\$ -	\$ -	\$ -
		RETIREMENT		\$ -	\$ -	\$ -
		<b>LOCT FUND TOTAL</b>		<b>\$ -</b>	<b>\$ 145.00</b>	<b>\$ 145.00</b>
267		K9 UNIT		\$ -	\$ -	\$ -
		<b>K9 UNIT FUND</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
272		CRIMINAL JUSTICE TRAINING		\$ -	\$ -	\$ -
		<b>CRIMINAL JUSTICE TRAINING FUND TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
277		CDBG		\$ -	\$ -	\$ -
		<b>CDBG FUND TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
286		ARPA		\$ 11,334.54	\$ 16.43	\$ 11,350.97
		<b>APRA FUND TOTAL</b>		<b>\$ 11,334.54</b>	<b>\$ 16.43</b>	<b>\$ 11,350.97</b>
293		DEPT OF VET AFFAIRS		\$ 52.72	\$ 501.00	\$ 553.72
		DEPT OF VET AFFAIRS PAYROLL		\$ 3,156.91	\$ -	\$ 3,156.91
		DEPT OF VET AFFAIRS FICA		\$ 238.61	\$ -	\$ 238.61
		DEPT OF VET AFFAIRS RETIREMENT		\$ -	\$ -	\$ -



	DEPT OF VET AFFAIRS FRINGE	\$	937.76	\$	-	\$	937.76
	WORKERS COMP	\$	49.00	\$	-	\$	49.00
	<b>DEPT OF VET AFFAIRS FUND TOTAL</b>	\$	4,435.00	\$	501.00	<b>\$</b>	<b>4,936.00</b>
298	TECHNOLOGY & INNOVATION	\$	958.36	\$	2,106.54	\$	3,064.90
	<b>TECHNOLOGY &amp; INNOVATION FUND TOTAL</b>	\$	958.36	\$	2,106.54	<b>\$</b>	<b>3,064.90</b>
405	CAPITAL PROJ-EQUIP REPLACE	\$	-			\$	-
	<b>CAPITAL PROJ-EQUIP REPLACE FUND TOTAL</b>	\$	-	\$	-	<b>\$</b>	<b>-</b>
445	PUBLIC IMPROVEMENT	\$	-	\$	-	\$	-
	<b>PUBLIC IMPROVEMENT FUND TOTAL</b>	\$	-	\$	-	<b>\$</b>	<b>-</b>
549	BUILDING DEPARTMENT	\$	30,740.35			\$	30,740.35
	BUILDING DEPARTMENT PAYROLL	\$	2,437.74	\$	-	\$	2,437.74
	BUILDING DEPARTMENT FICA	\$	182.93	\$	-	\$	182.93
	BUILDING DEPARTMENT RETIREMENT	\$	-	\$	-	\$	-
	BUILDING DEPARTMENT FRINGE	\$	1,951.30	\$	-	\$	1,951.30
	WORKERS COMP	\$	149.00	\$	-	\$	149.00
	<b>BUILDING DEPARTMENT FUND TOTAL</b>	\$	35,461.32	\$	-	<b>\$</b>	<b>35,461.32</b>
101	<b>GENERAL FUND</b>	<b>PR#</b>	<b>PAID</b>		<b>UNPAID</b>		<b>TOTAL</b>
101	BOARD OF COMMISSIONERS	\$	-	\$	2,522.50	\$	2,522.50
172	ADMINISTRATOR/FISCAL OFFICER	\$	-	\$	877.18	\$	877.18
208	INSURANCE	\$	-	\$	44,588.90	\$	44,588.90
209	UNEMPLOYMENT COMPENSATION	\$	-	\$	-	\$	-
215	COUNTY CLERK	\$	-			\$	-
216	JURY BOARD	\$	-	\$	-	\$	-
217	APPORTIONMENT	\$	-	\$	-	\$	-
223	COUNTY AUDITING	\$	-	\$	-	\$	-
228	DATA PROCESSING	\$	-	\$	1,086.64	\$	1,086.64
229	TECHNOLOGY	\$	-	\$	-	\$	-
244	TAX ALLOCATION	\$	-	\$	-	\$	-
245	REMONUMENTATION	\$	-	\$	-	\$	-
248	GENERAL SERVICES	\$	1,736.14	\$	1,427.70	\$	3,163.84
249	PLAT BOARD	\$	-	\$	-	\$	-
250	MICROFILM	\$	-	\$	-	\$	-
253	COUNTY TREASURER	\$	-			\$	-
257	EQUALIZATION	\$	40.01	\$	41.98	\$	81.99
262	ELECTIONS	\$	-			\$	-
265	COURTHOUSE/GROUNDS	\$	5,716.36	\$	1,866.60	\$	7,582.96
283	CIRCUIT COURT	\$	418.51	\$	12,744.41	\$	13,162.92
286	DISTRICT COURT	\$	47.84	\$	30.00	\$	77.84
289	FRIEND OF THE COURT	\$	0.54	\$	2,759.77	\$	2,760.31
294	PROBATE COURT	\$	-	\$	1,093.18	\$	1,093.18
295	PROBATION/PAROLE	\$	-			\$	-
296	PROSECUTING ATTORNEY	\$	-	\$	1,781.91	\$	1,781.91
298	FAMILY COUNSELING	\$	-	\$	-	\$	-
301	SHERIFF	\$	10,817.84	\$	12,327.31	\$	23,145.15
331	MARINE LAW	\$	-	\$	2,556.88	\$	2,556.88
332	SNOWMOBILE ENFORCEMENT	\$	-	\$	-	\$	-
333	ROAD PATROL	\$	-	\$	-	\$	-
351	JAIL	\$	21,347.38	\$	1,877.34	\$	23,224.72

426	EMERGENCY MANAGEMENT	\$	165.80	\$	655.70	\$	821.50
430	ANIMAL CONTROL	\$	148.52	\$	57.77	\$	206.29
442	DRAIN COMMISSIONER	\$	42.00			\$	42.00
445	DRAINS - PUBLIC BENEFIT	\$	-	\$	-	\$	-
528	TRANSFER STATION/RECYCLING CENTER	\$	19,225.21	\$	193.98	\$	19,419.19
568	SOIL CONSERVATION	\$	-			\$	-
595	AIRPORT	\$	2,545.57	\$	1,503.20	\$	4,048.77
601	HEALTH DEPARTMENT	\$	1,630.44			\$	1,630.44
605	CONTAGIOUS DISEASES	\$	-	\$	-	\$	-
648	MEDICAL EXAMINER	\$	-	\$	6,888.78	\$	6,888.78
649	COMMUNITY MENTAL HEALTH	\$	-	\$	-	\$	-
701	PLANNING COMMISSION	\$	-			\$	-
710	MSU EXTENSION	\$	35,532.25	\$	-	\$	35,532.25
711	REGISTER OF DEEDS	\$	-	\$	219.32	\$	219.32
728	EDC	\$	-			\$	-
	GENERAL PAYROLL	\$	203,652.98	\$	-	\$	203,652.98
	GENERAL FICA	\$	15,310.80	\$	-	\$	15,310.80
	GENERAL RETIREMENT	\$	-	\$	-	\$	-
	GENERAL FRINGE	\$	113,247.91	\$	-	\$	113,247.91
	WORKERS COMP	\$	20,702.30	\$	-	\$	20,702.30
<b>GENERAL FUND TOTAL</b>		<b>\$</b>	<b>452,328.40</b>	<b>\$</b>	<b>97,101.05</b>	<b>\$</b>	<b>549,429.45</b>
<b>GRAND TOTAL</b>		<b>\$</b>	<b>535,298.56</b>	<b>\$</b>	<b>106,343.82</b>	<b>\$</b>	<b>641,642.38</b>
<b>GENERAL FUND WITHOUT PAYROLL</b>		<b>\$</b>	<b>99,414.41</b>				